

**BID SHEET
CITY OF AUSTIN
AUSTIN PREPAREDNESS CALENDAR
INVITATION FOR BID (IFB)**

Solicitation Number: IFB 4400 SSC1016

Company Name: PrintMailPro

Special Instructions: The City will award to the lowest responsive bidder.

Be advised that exceptions taken or qualifying statements made to any portion of the solicitations may jeopardize acceptance of the bid and may result in disqualification of the bid. Prices being submitted shall include **ALL** discounts, handling and shipping charges, FOB Destination. Per the Solicitation Instructions, Paragraph 4.18 - Recycled Products: "Contract award for paper products will be made for recycled products unless the cost is more that 10% above the lowest price for non-recycled paper products as required in the City's Comprehensive Recycling Resolution."

A bid of '0' (zero) will be interpreted by the City as a no-charge (free) item and the City will not expect to pay for that item. A bid of 'no bid' will be interpreted by the City that the responder does not wish to bid on that item.

The quantities noted below are annual estimates and not a guarantee of actual volume. The City does not guarantee the purchase of the quantities listed. Quantities are provided as a guide based on historical usage. Actual purchases may be more or less.

Failure to respond to each section of this bid sheet may result in disqualification of your bid.

| ITEM NO. | ITEM DESCRIPTION | ESTIMATED QUANTITY | UNIT OF MEASURE | UNIT PRICE | EXTENDED PRICE |
|--------------|------------------------------|--------------------|-----------------|------------|----------------|
| 1 | Austin Preparedness Calendar | 10,000 | EA | \$1.02 | \$10,200.00 |
| 2 | Additional Calendar Runs | 300 | EA | \$1.88 | \$564.00 |
| TOTAL | | | | | 10,764.00 |

Per the Solicitation Instructions, Paragraph 4.8 - Recycled Products: "When a recycled product is offered by the Offeror, the Offeror must state in their Offer the percentage of the product that is recycled and must include a list of the recycled materials that are contained in the product." Please state the percentage of product that is recycled in the box below.

If your bid includes recycled materials, please list recycled materials contained in the product:

% of recycled materials:

COMPANY NAME: PrintMailPro

AUTHORIZED SIGNATURE:



EMAIL ADDRESS: sboller@printmailpro.com